

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Customer Service

Sirius XM Radio

[Company Address]

[City, State, Zip Code]

Subject: Termination of XM Radio Subscription

Dear Sirius XM Radio Customer Service,

I am writing to formally request the termination of my XM Radio subscription. My account number is [Your Account Number].

Please consider this letter as my official notice of cancellation, effective immediately/[desired cancellation date]. I would appreciate confirmation of my cancellation, along with details regarding any final billing.

Thank you for your assistance.

Sincerely,

[Your Name]